

# City Commission of Arkansas City – Regular Meeting Minutes

The Arkansas City Board of City Commissioners met in regular session at **5:30 p.m. Tuesday, December 15, 2020**, in the Commission Room at City Hall, located at 118 W. Central Ave.

Mayor **Karen Welch** called the meeting to order. Commissioners also present at roll call were Commissioner **Kanyon Gingher**, Commissioner **Scott Rogers** and Commissioner **Jay Warren**.

Commissioner **Duane L. Oestmann** was physically absent, but participated via the [GoToMeeting](#) platform. He joined the meeting in progress at **5:38 p.m.**

City employees present at the meeting were City Manager **Randy Frazer**, City Attorney **Larry Schwartz**, City Clerk **Lesley Shook**, Public Information Officer **Andrew Lawson**, Management Assistant **Mike Crandall**, Finance Director/Treasurer **Jennifer Waggoner**, Police Chief **Dan Ward**, Information Technology Manager **Matthew Metzinger** and Principal Planner **Josh White**.

Citizens in attendance or observing via GoToMeeting included **Ron Ballard**, **Kerri Falletti**, **Larry Gilmore**, **Kartikeya Saboo**, **Harrison Taylor** and Cowley CourierTraveler reporter **John Shelman**.

Burns & McDonnell/CAS Constructors LLC, Ark City Joint Venture, were represented by **Jeff Keller** and **Thaniel Monaco**. The United States Census Bureau was represented by **Jason Dean**.

Commissioner Warren offered the opening prayer. Mayor Welch led the Pledge of Allegiance.

## Agenda Approval

At City Manager Frazer's request, Commissioner Warren made a motion to amend the agenda by adding a resolution amending **Resolution No. 2020-05-3331** to approve the hiring of a technical consultant prior to **June 15, 2021**, to develop a Master Transportation Plan as **Item 2** under **New Business**. Commissioner Rogers seconded the motion. A voice vote was unanimous in favor.

Mayor Welch declared the agenda **amended** as requested. Commissioner Rogers then made a motion to approve the agenda as amended. Commissioner Gingher seconded the motion. A voice vote was **unanimous** in favor. Mayor Welch declared the agenda **approved** as amended.

## Awards and Proclamations

Public Information Officer **Andrew Lawson** and Census Bureau partnership specialist **Jason Dean** recognized the **Arkansas City Area Complete Count Committee** as an invaluable member of the **2020 Census** Community Partnership and Engagement Program. Lawson read the names of the people who participated in or contributed to the Complete Count Committee's efforts in 2019-2020.

Committee partners in attendance online were Dr. **Ron Ballard**, **Kerri Falletti** and **Larry Gilmore**.

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## Recognition of Visitors

City Manager Frazer introduced **Jeff Keller**, with Burns & McDonnell, who gave a presentation on the current status of the **Wastewater Treatment Plant Improvements** project. He explained how anticipated changes to ammonia and phosphorus limits will affect the City's treated water quality permit when the time comes for it to be reissued. Additionally, parts of the plant infrastructure are 40 to 63 years old and in need of updates or replacement. They present safety risks to operators.

The components of the project scope are condition and safety evaluation, capacity evaluation, and regulatory investigation. Deliverables will include a concept development of improvements and a basis of design report. Keller said many plant assets are in moderate to poor condition due to age and use, but City staff has gone "above and beyond" in keeping the plant running in compliance.

Keller said the Joint Venture is planning responsibly for moderate growth and that some reuse of existing systems is possible, but current plant technology cannot achieve required water quality.

Targeted improvements will include communication and control, digestion and solids, disinfection, nutrient removal, and screening. In the decision-making process, multiple technologies will be considered and a "best value" approach used, including capital cost, operating cost, complexity, safety, reliability and peak flow management. The scoring was weighted **60 percent** toward cost.

The highest-scoring alternative was the AeroMod treatment process. **Phase 1** is expected to be completed by late **February 2021**, with construction to begin in the **March to October** time frame.

New wastewater plant technology startup and commission will be in **October to December 2022**.

The next steps are project cost development, prioritization, drafting a basis of design memorandum to the Kansas Department of Health and Environment, and writing a **Phase 2** design-build contract.

## Consent Agenda

Commissioner Rogers made a motion to approve the consent agenda, consisting of:

1. Approving the **December 1, 2020**, regular meeting minutes as written.
2. Approving **Resolution No. 2020-12-3374**, canceling a public meeting of the Governing Body at **noon Friday, January 1, 2021**, in the City Manager's Office at City Hall, 118 W. Central.
3. Approving renewal **Cereal Malt Beverage** (CMB) licenses for **2021**.
4. Approving **Resolution No. 2020-12-3375**, authorizing the City to execute a 2021 GAAP waiver.
5. Ratifying Mayor Welch's reappointments of **Charles Tweedy** to the **Community Spirit Award Committee** and **Liz Shepard** to the **Visit Ark City Board of Trustees**.

Commissioner Ginger seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Welch declared the consent agenda **approved** as presented.

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## Old Business

### Amending 2020 City Budget Ordinance No. 2020-12-4527

City Clerk Shook presented for discussion a public hearing regarding the proposed **2020** amended budget and first reading of an ordinance amending specified funds in the **2020 budget** for the City.

Commissioner Rogers made a motion to open a public hearing. Commissioner Warren seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Welch declared the public hearing **opened**. No one from the public spoke. Mayor Welch declared the public hearing **closed**.

Finance Director Waggoner said this is a housekeeping item that will adjust the **Sanitation Fund** and **Water Fund** to account for increased expenses, the **Library Fund** in case motor vehicle taxes come in stronger than expected, the **Health Care Sales Tax Fund** and the **CID Sales Tax Fund** due to stronger-than-expected sales tax revenues in **2020**, and the **Bond and Interest Fund** to account for transactions related to the summer refinancing of the City's **2013 General Obligation Bonds**.

Commissioner Warren made a motion to approve the ordinance as presented. Mayor Welch seconded the motion. A roll call vote was **unanimous** in favor of the motion.

Mayor Welch declared the motion **approved** and given **Ordinance No. 2020-12-4527**.

## New Business

### Comprehensive Fee Schedule Resolution No. 2020-12-3376

City Clerk Shook presented for discussion a resolution adopting by reference the City's **2020/2021 Comprehensive Fee Schedule** and repealing **Resolution No. 2020-07-3341**.

City Manager Frazer provided an overview of the proposed fee increases, most of which are minor.

Commissioner Gingher made a motion to approve the resolution as presented. Commissioner Rogers seconded the motion. A voice vote was **unanimous** in favor of the motion.

Mayor Welch declared the motion **approved** and given **Resolution No. 2020-12-3376**.

### Master Transportation Plan Resolution No. 2020-12-3377

City Clerk Shook presented for discussion a resolution amending **Resolution No. 2020-05-3331** to approve the hiring of a technical consultant prior to **June 15, 2021**, to develop a Master Transportation Plan for the City, utilizing **\$25,000** in Pathways to a Healthy Kansas grant funds.

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Public Information Officer Lawson said the City did not receive any responses to its recent Request for Proposals and staff needs more time to issue a new RFP or negotiate directly with a single firm.

He said **Blue Cross Blue Shield of Kansas** and the **Public Health Law Center** approved this step.

Commissioner Warren made a motion to approve the resolution as presented. Commissioner Rogers seconded the motion. A voice vote was **unanimous** in favor of the motion.

Mayor Welch declared the resolution **approved** and given **Resolution No. 2020-12-3377**.

## Other Business

Management Assistant Crandall and Public Information Officer Lawson presented a report on all grants awarded and received in **2020**, totaling **\$2.1 million** in grants toward **\$3.327 million** in work.

Another potential **\$2 million** in grants, going toward **\$2.979 million** in projects, is pending award.

Lawson provided the commission with COVID-19 updates from the health department and USD 470.

Commissioner Gingher asked about progress on the alley and sewer repairs in downtown Arkansas City. Crandall said AT&T is holding up the project. She urged staff to find a way to move it forward.

## City Manager Updates

City Manager Frazer provided the commissioners with the following reminders and updates:

- City Hall and all other City offices will be closed **December 24** and **December 25** for Christmas. City Hall and all other City offices also will be closed **January 1, 2021**, for New Year's Day. There will be no recycling at Strother Field on **December 25-26** or **January 1-2**.
- The next City Commission meeting will be at **5:30 p.m. January 5, 2021**, at City Hall. (The **January 1** study session was canceled previously.) This will be the annual reorganization meeting, with **Vice Mayor Rogers** set to take the mayor's gavel. At this time, at his and Mayor Welch's request, City staff does not plan to have a mayors' reception afterward.
- The **City Commission schedule of regular meetings and study sessions for 2021** was included in the commissioners' agenda packet, as was the **2021 employee holiday calendar**.

## Adjournment

Commissioner Rogers made a motion to adjourn the meeting. Commissioner Warren seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Welch declared the meeting adjourned at **6:29 p.m.**

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## THE CITY OF ARKANSAS CITY BOARD OF CITY COMMISSIONERS

\_\_\_\_\_  
Karen Welch, Mayor

### ATTEST:

\_\_\_\_\_  
Lesley Shook, City Clerk

### Prepared by:

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Andrew Lawson, Public Information Officer